memoryforward
your photos and videos organized and digitized

Laura Woolsey, Owner
512.766.5393
laura@memoryforward.com
www.memoryforward.com

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Dear Ramsdell Family,

It has been my honor to scan your photo album collection for you. You now have access to a treasure trove of memories spanning more than 60 years, completely labeled, dated, searchable, with captions transcribed, and restored to beautiful depth and color. Here are some things you should know about your collection:

✴ Your albums are named as follows:
- Album 00 1940's Negatives
- Album 01 Bill High School
- Album 02 Bill 1925-1936
- Album 03 Bill 1939-1947
- Album 04 Virginia 1936-1940
- Album 05 Virginia's Scrapbook 1939-1940
- Album 06 Virginia Naval Academy
- Album 07 Virginia 1943-1945
- Album 08 Virginia Washington DC
- Album 09 1952-1955
- Album 10 1949-1953
- Album 11 Virginia 1941
- Album 12 1949 Wedding
- Album 13 1950-1962 Dad's News Articles
- Album 14 1955-1957 The Ramsdells Early Days
- Album 15 1957-1959 The Ramsdells and Bobby Makes Four
- Album 16 1963-1965
- Album 17 1960-1963
- Album 18 1965-1969
- Album 19 1970
- Album 20 1974-1975
- Album 21 1977-1979
- Album 22 1979

- Album 23 1986
- Album 24 1983-1985
- Album 25 1981-1983
- Album 26 1987
- Album 27 1988
- Album 28 1989
- Album 29 1989-1990
- Album 30 1992
- Album 31 1994
- Album 32 Fishing trip Venezuela 1990
- Album 33 1991
- Album 34 1992-1994
- Album 35 1994-1996
- Album 36 1996-1998
- Album 37 2011
- Album 38 Bill Ramsdell's Life
- Album 39 Wedding
- Loose photos 40

     ***Note that these album names were based on what was written on the cover or binding, which is not necessarily the exact years contained within. Some albums expand beyond the years listed and overlap with each other.

✳ Albums are physically located in 5 light blue, sturdy archival boxes, with the album numbers inside each box labeled on the outside. Each album has a "Digitized by Memory Forward" sticker on the inside front cover and includes the number of the album. Loose photos are contained in a large, archival manilla envelope.

✳ All digital files have the following EXIF and IPTC metadata applied. See attached page for instructions on how to view this information on both PC and Mac.
1. EXIF date/time - set to midnight on one of the following:
   - The date handwritten on the photo
   - The date of the caption on the album page
   - The processing date stamped on the photo
   - An educated guess based on the context of the photo
   - 1/1/2017 if the date was completely unknown
   - Album pages scans all have the same date applied, based on the approximate beginning date of the album.

2. Caption
   - The information written on the photo or on the album page the photo came from.
   - Caption will also contain an explanation of how the date was determined.
     - "Date is handwritten on the back"
     - "Date is from the album caption"
     - "Date is approximate"
     - "Date is set the same for all album pages"
     - etc.

3. Copyright
   - "Scanned by Memory Forward in 2017" has been applied to the copyright of all photos and pages, to identify the source for future generations.

✳ Each album has its own digital folder. If any photos within that folder were color corrected, the original, un-corrected versions will be found in a sub-folder, with the same name as the parent folder plus "-Uncorrected Originals". This is in case any color correction was not done to your liking and you want to go back to the original scanned version of the photo.

✳ Each digital photo file ends with the suffix "-Memorabilia", "-Page", or "-Photo".
   - The -Page files are the full, originals page scans and are numbered in order so that the album could be recreated digitally if desired.
   - The -Photo files are the photos isolated from those pages.
   - The -Memorabilia files are isolated news articles, scrapbook items, etc. Not all memorabilia items were isolated from their pages; only those that seemed interesting in and of themselves. If a booklet or program was scanned, the relevant pages to the family member were identified and scanned also.

✳ File Names
   - In many cases, the photos inside the albums were not chronological. If the date for all photos within an album were available, the file name will be as follows:
     1966-04-01-Album 18-Photo 066.jpg
   - This means that photo was taken on or about April 1, 1966, and it was the 66th photo isolated from Album 18. Since the files start with the date, they

will be sorted alphabetically on the computer by that date, and the sequence numbers found at the end will skip around.

- If, however, the dates could not be accurately determined within an album, the file name will look like this:

    Album 13-Dad's News Articles-Photo Memorabilia 01-1950-12-07.jpg

- By putting the date at the end, the memorabilia and photos will be sorted in the order they were found within the album instead of by the date.

- Album 34 is a good example where photos taken on the same day were out of order (photo 9, 161, 210...). Using my renaming convention, those files will appear in order.

- If the family would prefer that the photos be listed in the order they were found in the albums instead of by date (which is sometimes inaccurate or is based on date stamp instead of actual date taken), the file names can quickly be changed to adjust for that.

✳ Backs of photos

- If the back of the photo was kept, it was because it contained a significant amount of handwriting beyond dates, names, and locations. In these cases the file names will look like this:

    1979-04-03-Album 22-Photo 013.jpg
    1979-04-03-Album 22-Photo 013Back.jpg

✳ Photos that have a shine to them (such as found in Album 09), are because the album page could not be pulled back far enough to get a clean scan on the flatbed scanner without damaging the album.

✳ Last but not least, I hope you will enjoy, share, reprint, and cherish these photos for generations to come! Please let me know if you find anything at all amiss, and I will make every effort to correct it.

Sincerely,

Laura Woolsey, Owner Memory Forward

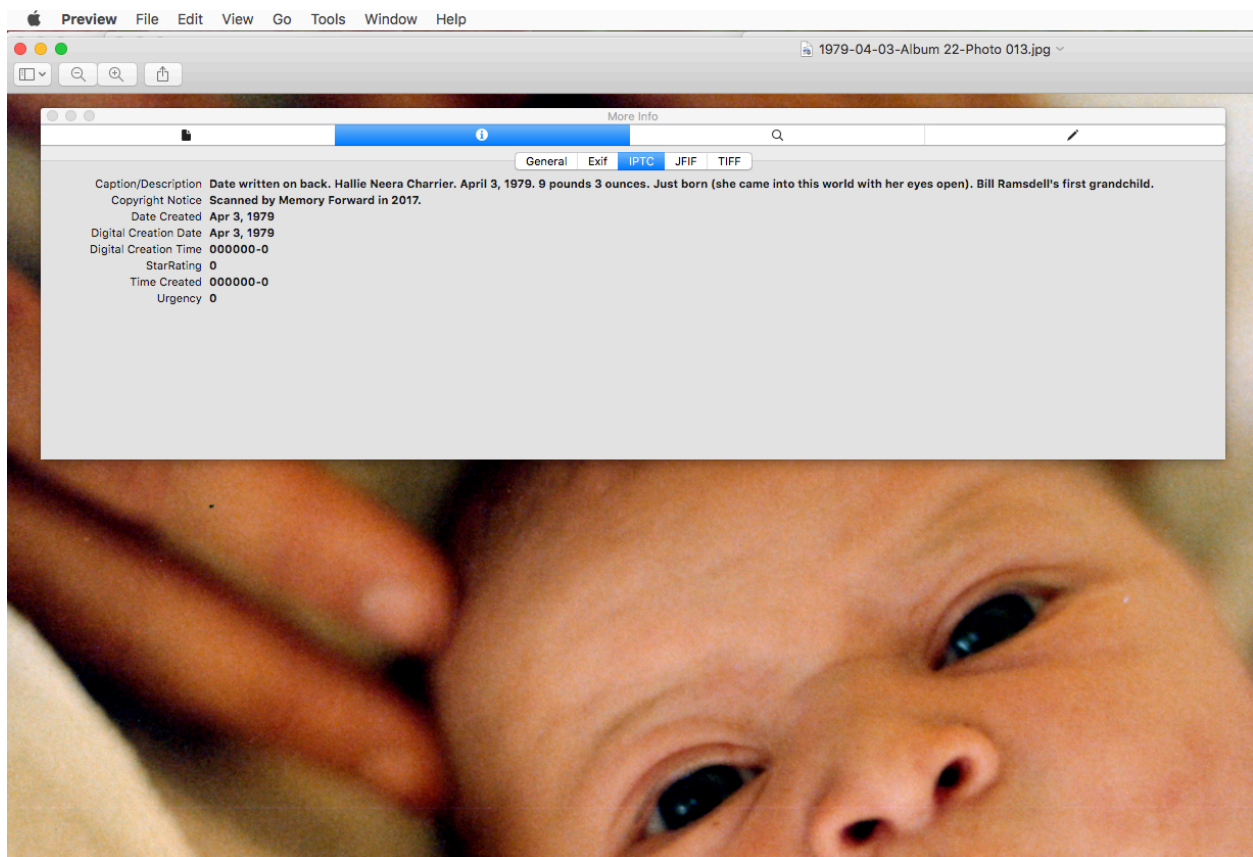# How to View Photo EXIF Data on Windows, Mac, and iOS

EXIF data is information that is embedded inside JPEG images. If you need to view this data, you need to have a proper EXIF viewer. Some of these are free, while others are programs you have to purchase.

Viewing EXIF Data on a Mac

In the "Preview" application found on all Macs, you can easily view the EXIF and IPTC data.
Go to **Tools -> Show Inspector**
Click EXIF tab or IPTC tab

How to View EXIF Data in Windows

Right-click on the photo in question and select "Properties".

Click on "Details" tab and scroll down.