

Your Mission, Should You Choose To Accept It...

...is to find and archive all of your printed photos, whether they're in albums, picture frames or sitting at the bottom of your kitchen drawer! Any photos that you want to keep safe for yourself and future generations. So let's get started!

Where Are Your Pictures?

1

First, locate and gather all of your physical photos.

Don't forget to look for all your albums, photos in drawers or files and those hanging in frames on the walls or sitting on your bookshelf. Then you'll decide which of those photos you want to archive for safekeeping.



Which Ones Do I Scan?

2

Although all of your photos are important, some mean more to you than others.

Separate your photos into two different piles.

In Pile 1, place photos that you want to copy and save in a digital format, for safekeeping.

In Pile 2, place photos that you:

- Already have in digital format and could easily recopy if the one you're holding was harmed or destroyed.
- Have numerous copies of in other locations. Check to make sure that this is actually true, before you decide not to scan them.
- Simply don't care enough about to keep it disaster safe.

You can go ahead and put the photos in the second pile back where you found them.



Here's one of our favorite scanners, the [Epson Perfection](#). It's the only scanner we've ever found that actually restores photos from the 70s and 80s that have turned brown and orange, back to normal with just one button. Amazing!

Scan Away!

3

Scan all of the photos in Pile 1, saving them to your computer. If you have a lot of photos, get the kids involved or throw a scanning party for your relatives, and let them help you scan, then give them a copy of the photos they want to take home with them.

Once you have all of your saved photos in the folder on your computer, copy that folder and save it with a different name, like Photo Archive Backup, with today's date. Place a copy of your backup folder in at least three different locations. For specific instructions on archiving digital photos, read our [blog post](#) or right click to download our [Shortcut Sheet](#).

Safely Storing Print Photos

4

Once you've scanned your photos, **you can place the originals that aren't on display:**

- In a safe deposit box or water/fireproof safe in your own city or with relatives in the city where you'll be evacuating.
- In your watertight Plastic Evacuation Bin. Only place the photos that you actually need to have with you, in this bin. If you'll also have access to copies of photos in your safe deposit box, then don't take any copies with you that you would worry about, if lost.

What's Next?

Well now that you're done Archiving Your Print Photos, here are More Amazing Things You Can Do In 5 Minutes Or Less

[Create Your Family's Evacuation Plan](#)
[Download and Back Up Your Digital Photos](#)
[Keep Your Medical History At Your Fingertips](#)
[Save Your Albums & Cassettes As MP3s](#)
[Earthquake Proof Your Bedroom](#)
[Fill Out Your Kid's Emergency Contact Card](#)

And don't forget to share this how to sheet with your family and friends!

For more Tips and How To Sheets like this one, visit [The Backup Plan Blog](#), or check out our books at [GetYourStuff Together.com](#)

*That Backup Plan of yours is coming along nicely.
Here are a few other resources you're gonna love...*

*Laura & Jan Greenwald
Authors/Creators of Get Your Stuff Together*



Our newest program [The Backup Plan 3.0](#)! Quick and easy steps you can take **right now**, to keep everything that's important to you, safe, sound and accessible. Each section covers a different area, from family photos, vital documents and music, to videos, computer files, family history and recipes. Just download the free Grab It & Go Forms and Action Plans (included), complete them and save them to your computer or use the ones right inside the book and you'll be ready to deal with emergencies small (a broken arm) or large (Superstorm Sandy). [Pick up your Paperback copy today at Amazon.com for \\$29.99](#) [Or the new Downloadable PDF Edition for \\$8.00.](#) [Read more about it](#)