

TAKING CARE OF YOUR PRECIOUS PHOTOS

PREVENTING PHOTO FADE

Some people think that the photos you print at home won't last as long as those printed at the photo lab. The truth is, when you use the right supplies—those designed specifically for your printer—your pictures can last even longer than traditional lab-processed photos.

No matter how your photos are printed, they're subject to environmental conditions—such as light and humidity—that can cause wear and fading. Here's what you can do to protect your treasured memories, so they'll remain brilliant for years to come.

It starts with HP original supplies

Use papers and inks designed specifically for your HP printer. The supplies created at HP labs are made with the best ingredients in the world, and they're formulated specifically to work with HP printers.

For photos that last over 100 years¹, use HP's best paper: [HP Premium Plus photo paper](#). There are six special layers in each piece of HP Premium Plus paper. Each layer has a special job—from controlling ink absorption to building a moisture barrier to creating a smooth, glossy photo surface.

HP invests in thousands of hours of testing its products at Wilhelm Imaging Research, the industry standard for fade-resistance testing. Tests show that when using the latest HP inkjet print cartridges, photos printed on HP Premium Plus photo paper resist light fading more than twice as long as photo lab-processed color photos.

Learn more about [Wilhelm testing on HP Premium Plus photo paper](#).

Quick Tip: After printing, make sure your photos are completely dry before stacking them, or they might stick together. Many new products offer quick-drying prints, but it can't hurt to let them sit as long as 24 hours just to be on the safe side.

Storing and displaying photos

When storing your prints, be sure to keep them out of direct sunlight and humid rooms, such as basements or bathrooms, and away from intense heat. Cool, dry, and dark are the ideal conditions for long-term photo storage.

Prints stored in an album last longer than those in frames, but avoid albums with self-stick, "magnetic" pages and PVC plastic overlays. These albums cause rapid fading and discoloration. Instead, look for albums that are acid- and lignin-free. These chemicals can yellow and damage pictures.

If you want to display your photos, put them in frames under glass, preferably with an anti-UV coating. Aluminum frames are ideal, as they are lightweight and are not affected by humidity. Be sure to put an acid-free mat between the frame and the photo to prevent your prints from sticking to the glass over time.

Read more about archival-quality and [preserving photo prints](#).

Making a digital archive

Another way to preserve your photo memories is by creating a digital archive of your prints. Your digital photo files, if stored correctly, will remain in excellent condition.

DVD is the best option because each disc holds 4.7GB of data, which translates to more than 15,000 high-quality pictures. That's about seven times the capacity of a CD. And HP's innovative double-layer recording technology lets you use [double-layer DVDs](#) to record almost twice as much data as you can on single-layer DVDs.

Remember: Even though digital information isn't subject to fading, you could lose your images if the disk becomes damaged. Don't count on being able to just drop your disc of digital images into a box somewhere and forget about it, or you may lose your treasured memories forever. Create a schedule so you back up your images frequently. That way, if one disc is damaged, you won't lose your entire photo archive.

Learn more by reading [Storing digital photos](#) and [Transferring photos to DVD](#).

PRESERVING PHOTO PRINTS

In years to come, you'll cherish your photo memories. Make sure your pictures remain as vibrant and crisp as the day you printed them. HP has tips and tools for prolonging the life and integrity of your photos. Learn about why you need the right supplies, and which are the best places for photo storage.

Using archival-quality supplies

Always look for archival-quality photo album materials. These are designed to be chemically inert, which means your pictures won't dissolve, fade, or deteriorate. And your inkjet paper and ink should be equally dependable through the years.

When selecting album pages for your photo archive, look for ones that are acid- and lignin-free. These chemicals can yellow and damage pictures. Also look for plain pages without adhesive, unless it's archival quality. Instead, use photo corners. They may take more time, but aren't your pictures worth it?

To limit your prints' contact with air and preserve them for future generations, use page protectors and pocket corners. But beware of ones that contain PVC (polyvinyl chloride), which will eventually damage photos. And when writing in your albums and scrapbooks, use permanent pens with acid-free inks. These pens come in a variety of colors and nib styles.

Choosing an album

An album is ideal for both showcasing and protecting your printed photos. The most common albums are strap-closing books and three-ring binders. Strapped books should always be stored in an upright position. And be sure not to overfill a three-ring binder: If it doesn't close all the way, you could lose a page. Otherwise, both are good choices—just select a cover design that suits your personality and the mood of the photos.

Where to store pictures

The most convenient place for a cache of photos (such as a basement or attic) is often the worst place to store them. It's best to keep your photos and albums in a room that's relatively well ventilated and doesn't have dramatic temperature fluctuations.

Store photos in a cool, dry, dark place that's safe from threats such as pet damage and flooding. A closet, chest, or cabinet (with the prints in a box that controls light and air exposure) offers the best solution. For heirloom pictures, consider a fireproof box.

Show off your pictures

One of the biggest causes of photo fading is light. HP Vivera inks resist the effects of filtered sunlight, indoor halogens, and common fluorescent and incandescent light. If you frame your pictures, hang them out of direct sunlight. If that's unavoidable, try rotating prints occasionally or using frames with anti-UV glass. This type of frame can often be found at photo stores and frame shops.

When showing pictures to friends and family, try to avoid touching the surface of the prints. Skin leaves oils that can permanently stain a print after a number of years. To remove fingerprints and smudges, try using a cotton ball dampened with rubbing alcohol.

Learn more about [preventing photo fade](#) and keep your photo memories vivid for generations to come.

Long-lasting HP supplies

[HP Vivera inks](#) and [HP Premium Plus photo paper](#) create true-to-life color photos that resist fading for up to 110 years.¹ And HP offers affordable ink and photo paper [value packs](#) for printing volumes of photos.

STORING DIGITAL PHOTOS

You've organized your digital photos into folders, but now all those files are taking up valuable hard drive space and memory on your PC. You may choose to archive your photos using media such as CDs or DVDs, or by copying them to another hard drive. Whichever option you choose, we'll show you how to efficiently archive your photos so you can enjoy them for years to come.

Why archive?

Your precious memories are irreplaceable, and when you archive them, they'll be well-protected against corruption, data loss, or accidental deletion.

Here are more reasons to archive your photos:

- **Free up hard drive space.** Your PC will run faster, and you'll have more room for other important files.
- **Storage is affordable.** Discs are inexpensive, and flash drives are reasonably priced, too. Personal media drives cost more, but you get much more storage space.
- **Disc options are plentiful.** CDs and DVDs vary in storage capacity and the number of times they can be burned (written on). Depending on the type of disc and the resolution of your photos, you can store hundreds to thousands of images on a single disc.
- **External hard drives are portable and easy to access.** External drives are compact, portable devices that connect to your computer. They can be taken anywhere and connected to other computers for quick access to your images. And depending on the drive capacity, they can store many more photos than a DVD can.

Before you begin

Organize your digital pictures before you transfer them to an external hard drive or burn them to disc. Clearly name your photo files so you know exactly what they are. Event names, dates, and/or location are all good identifiers. Example: Family_Reunion_Aug_05.jpg. Learn more about [organizing photos](#).

Archiving tools and methods

Both external hard drives and discs are excellent storage media. Here's more information about drives and discs, and how to use them.

External hard drives

It's fast and easy to transfer images to an external hard drive, and they have a higher storage capacity than discs. They're perfect for frequent archiving of large batches of photos. But be aware that the length of time files can be stored on them is shorter (up to 10-15 years) than discs, and they can be damaged if dropped.

- [Flash drives](#) offer up to 4GB of storage and plug directly into a USB port on your PC. Because they're thin and narrow, they generally don't compete for space with other devices, such as a printer.
- [HP personal media drives](#) are ideal for large files, if not your entire digital photo collection (up to 400GB of storage!). They connect to your computer with a USB cable, or can be inserted into the personal media drive bay included on some HP desktop PCs.

To archive photos to an external hard drive, just connect one to your PC and drag and drop files to it (the process may vary). Usually, it only takes seconds.

CDs and DVDs

Burning discs takes longer than simply transferring data to a hard drive, but it's wise to have extra copies of your files for safekeeping. If properly cared for, CDs and DVDs can last from 30 to 100 years. If improperly stored, however, they can be scratched and, therefore, corrupted.

Here are steps for saving to CD or DVD:

- First, choose media that is compatible with your disc burner (check your product's specifications). If your PC doesn't have a burner, you can buy an [external one](#).
- Next, select a disc that meets your needs. Learn more about [CD and DVD types and capacities](#).

» [Explore HP's CD and DVD media](#)

- After burning your disc, add a label for quick identification. LightScribe Direct Disc Labeling technology lets you create personalized CD and DVD labels using the same drive that burns your data. You could use one of your photos along with a list of disc contents for at-a-glance identification.

» [Getting started with LightScribe](#)

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Tips for storage

Here are more suggestions for preserving your digital photos:

- Create a schedule: Archive once a month or every 100 photos.
- Make two disc copies. Keep one close at hand and one locked away somewhere safe (like a safe deposit box) in case of breakage, data corruption, theft, or fire.
- Print proof, or contact, sheets of images stored on each DVD or CD and keep them with the discs.
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Storing photos online

Online storage is another great way to preserve and share images with friends and family. HP now offers this service with [Snapfish](#). Store your absolute favorite shots at Snapfish, and you'll be able to access them from any computer. Other people can view photos and even order prints.

TRANSFERRING PHOTOS TO DVD

There are many options for preserving memories, but creating a digital archive is a great way to make sure they last, especially when you save photos to DVD. Discover how easy it is to make a DVD of your pictures and learn more about creating a digital archive.

Making photos digital

Take a look at how you store old snapshots. Do you keep heirloom photos in a musty corner of the basement? Your photos, especially those developed prior to the 1980s, can be damaged from something as seemingly harmless as the humidity in the air.

Preserving photos digitally has considerable advantages. You can:

- Edit and crop to fix flaws, or create special effects like sepia tones (for an antique look).
- Create slideshows and set your photos to music.
- Keep copies in a secure place.
- Share your pictures easily—instead of making costly reprints, you can send a digital photo to as many people as you like.

It's easier than ever to convert your images into digital files, whether they're photos, slides, or negatives. Flatbed scanners from HP feature handy one-touch scanning. For slides or negatives, you'll need a scanner specifically built for that purpose, like the [HP Scanjet 4890 scanner](#). Some scanners also have optional slide and negative adapters that you can add on.

Portable storage options

Once you've converted your photos to digital format, consider storing them on a DVD or CD. They're cheaper and easier to mail than printed photos, and less likely to get damaged. And consider this: The lifespan of a disc ranges from 10 to 100 years, depending on storage conditions and media quality.

DVD technology has many advantages over other portable, shareable digital storage options. A DVD holds 4.7GB of data, which translates to more than 15,000 high-quality pictures. That's about seven times the capacity of a CD. And HP's innovative double-layer recording technology lets you use double-layer DVDs to record almost twice as much data as you can on single-layer DVDs. [Compare CDs and DVDs](#) to see what's right for you.

Flexible DVD media

You can record photos to DVD+R ("recordable") discs, which record data only once, or record them to DVD+RW ("rewritable") discs, which you can write or record over about 1,000 times. DVD+R discs are cheaper, but you may want to spend a little more on DVD+RW discs for the added flexibility.

DVD writers are not only fast, but also versatile. The [HP DVD Writer 740i](#) writes discs at 8x double layer (both sides without turning over). You can literally burn thousands of photos to a DVD in minutes, and tens of thousands to a double-layer DVD. And with LightScribe technology you can burn silkscreen-quality labels and artwork directly onto LightScribe-enabled CDs and DVDs—right inside the drive!

DVD+R with photos on them can be played on most DVD players, including computer DVD drives and TV DVD video players.

Software options

Discover how software like HP Image Zone can let you remove red-eye, adjust color and lighting, and fix brightness and contrast in your digital photos. It's included with many HP imaging products—or you can download [HP Photosmart Essential](#) for free.

Consider using ArcSoft Showbiz editing software (included with most HP PCs and DVD writers) to produce your photo scrapbook as a movie. Or you can use HP Image Zone and Windows XP Media Center Edition to create a [slideshow with music](#).

Once you've got your photos and movie masterpieces archived on a DVD, give the disc a professional-quality label. Most HP PCs feature [LightScribe technology](#), which lets you burn personalized, laser-etched labels directly onto the disc.