

## GET IT DONE!!

### STEP BY STEP WRITTEN GUIDE TO ACCOMPANY “GET IT DONE” VIDEOS

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#### ○ OBJECTIVE

- INSPIRE PEOPLE TO PRESERVE THEIR MEMORIES BY OVERCOMING PARALYSIS AND SUCCESSFULLY CREATING PHOTO ALBUMS – (DIGITAL OR TRADITIONAL)

#### ○ HOW TO ACCOMPLISH

- Print this Get It Done PDF Guide as a reference
- Watch the first inspirational video. Then determine which of the other videos applies to your photo situation. I.E. If only have digital photos, then Videos 1 and 5 apply to you. If you have printed physical photos we recommend watching all five videos. After watching the videos, complete the corresponding assignment.
  - Videos (4 to 8 minutes each)
    - Inspiration
    - Finding, Sorting, and Organizing Physical Printed Photos
    - Creating your Album – With Traditional Paper Pages
    - Creating your Album – With Traditional Pocket Pages
    - Working with Digital Photos and Creating a Digital Printed Photo Book

#### ○ ACCOUNTABILITY

- Many find it helpful to join a photo accountability group using conference or Zoom calls to stay motivated. Having a group of people with the same photo goal provides an opportunity to ask questions and share progress.

- WORKING WITH PHYSICAL PRINTED PHOTOS

- Determine A Designated Location For Your Work Space And Purchase Your Supplies

- You will accomplish more if you can find space in your office, dining room, basement, or bedroom that never has to be cleaned while you are doing your photo project
    - If space is tight, consider a piece of foam core topped by a sheet so you can wrap it up and slide under a bed ... but easily pull back out and avoid setting up again
    - DETERMINE A TIME BLOCK AND PUT IT ON YOUR CALENDAR I.E. every Wednesday from 6-9pm. Also use your designated work space to easily work on your photos at random times

- Supplies For Sorting

- 2 Plastic Tubs
    - A Box of Gallon Zip Lock Bags
    - Sticky Notes – with a year written on each one
    - Sharpie Pen
    - Two Paper Grocery Bags –one with “B” and one with “C” written on it

- LOCATE AND ORGANIZE YOUR PHOTOS

- LOCATE and gather all your printed photos and place in one of the plastic tubs
    - ORGANIZE
      - Go through and determine first of all if each photo is an “A” – Acceptable for inclusion in your Album, or
      - “B” Not sure so place it in a “Maybe” location like a box or a bag labeled “Maybe” or
      - “C” Toss it in the “Can” or grocery bag as a photo you do not want
        - Be Ruthless!! ...only save the best of the best
        - Consider sharing your C bag with friends and family to go through for photos they may want
      - If your photo is an “A”:
        - Begin to sort chronologically, as this is the easiest and fastest way to sort
        - Establish piles with sticky notes indicating the year – later you can divide by month
        - Place in zip lock bags, each labeled with the year once you have finished your sort

- CREATING YOUR ALBUM

- Determine Your Album Theme - Consider the following options:

- Chronological Family Album

- Consider you can scan and make digital copies for each family member – see Addendum

- Theme or Event Album

- I.E. Vacation, Wedding, Baby, Tribute, Holiday, etc.

- Determine Your Page Style – There are two options:

- TRADITIONAL SCRAPBOOK PAPER PAGE

- Maximum flexibility for the number of photos on the page – photos can be trimmed to any size

- Easy to journal directly on the page

- Optional easy-to-use decorative enhancements available.

- We believe the most beautiful albums are simply photos and the written story.

- Photo Safety cannot be over emphasized! For long lasting photo protection use Our Memories for Life archival photo safe albums, pages, page protectors, cardstock, adhesive, and pens.

- Limitations: For some, deciding on how to arrange photos on a page can seem daunting, but there are some simple solutions – See Addendum

- Our Memories for Life Supplies Needed for a Traditional Paper Album

- Coverset – your choice of fabric color
- White Refill Pages (set/18) (or black or natural options)
- Tape Runner
- 7” and/or 12” Trimmer
- Photo-safe Pen Set
- Page Protectors
- Optional decorative elements

- Plan Your Page

- Plan to have 5 or 6 photos per page, but know that you may want to include more on some pages

- Now your trimmer will come in handy for cropping

- Be sure to include space for journaling or a journal card

.... “The palest ink is stronger than the greatest memory”.

- Journaling MUST be done before you go on to the next page or you risk not getting it done at all.

- “‘KEEPING IT SIMPLE AND GETTING IT DONE’ WILL GIVE YOU THE MOST SATISFACTION”

- SLIP-IN POCKET PAGES
  - Ease and Speed are the major attributes
  - Designed to be quickly decorated by using border strips on the page edge and journal cards – which are pre-sized to fit in the middle position on each page
  - No need to trim photos or use tape
  - Page Protectors are not needed
  - Photo Safety cannot be over emphasized! For long lasting photo protection use Our Memories for Life archival photo safe albums, Mylar slip-in pocket pages (set/15), cardstock, adhesive and pens.
- Limitations:
  - Layouts and the number of photos per page can be challenging
- Our Memories for Life Supplies Needed for a Pocket Page Album
  - Coverset – your choice of fabric color
  - Slip-in Pocket Pages
  - Photo-Safe Pen Set
  - Optional 7” or 12” Trimmer
  - “Year in a Snap” Journal Cards and Borders or other designs of your choice – See Addendum
- MAKING YOUR PAGE
  - Begin slipping photos into the pockets
    - It is okay if a vertical picture goes into a horizontal pocket or vice versa
  - Be sure to include a journal card which fits in the middle pocket on every page
  - Or use this space for a photo that has been trimmed smaller. Optional pre-sized border strips and Journal Cards are available in a variety of designs and colors
    - “Year in a Snap” is the universal collection
  - Pocket pages and paper pages can be successfully combined in any album

- WORKING WITH DIGITAL PHOTOS

- Most of us have thousands of digital photos on phones, computers, etc. Our first goal is to help you get all your digital photos into one location.
- Snap2Finish
  - Great News! Youngevity Photo has an excellent website called Snap2Finish.com
  - In Snap2Finish you can not only make photo books and many other photo décor and gift items, you have unlimited free photo cloud storage. This is virtually unheard of! Simply make one purchase a year to keep your account active and retain your cloud storage for another year.
  - You can easily upload photos from your phone, tablet, or computer. The process is the same.
    - Go to the Snap2Finish.com website and log in.
      - If you do not have a Youngevity account, you can set up a retail customer account or contact your distributor to get wholesale pricing.
      - On your phone, left click on the 3 lines and select My Photos.
        - However, if you are on your computer, select My Photos in the upper right
    - Click on upload photos
      - Next the Photo Uploader screen will appear for your new or selected album and you can Select Files from your Photo Library, desktop, downloads or where you store your photos on your computer. Note if your photos are in the Cloud or DropBox, first download them onto your computer. Then select the photos you want to upload and add to an existing album or create a new album
      - Click 'Finish Upload' and now they are in your album in Snap2Finish!
      - To be assured your photos are safely backed up and ready for your projects, we recommend you schedule your photo uploads for at least once a month or before a big event to assure safe storage and plenty of space on your phone or camera. Note: uploads during a trip are recommended as back up, due to the possible loss of your phone.
      - You might choose to do this before your Get It Done workshop so you can have fun creating together.

- DELETE

- After years of making photo albums we have learned that the process is faster and more successful if we are willing to delete photos.
- This might be difficult but it is important that we only focus on the best pictures that preserve the memory.
- TIPS FOR DELETING:
  - Duplicates and Similar Photos - you do not necessarily need 12 pictures of a child opening gifts...perhaps one to 3 pictures are sufficient
  - Poor Quality- If you have poor quality photos, we recommend deleting. With few exceptions do not waste valuable time editing photos
- Hint: Please be aware of the following settings on your phone that can use up a lot of memory. These settings can be helpful but should be turned on and off as needed.
  - HDR produces 2 images for every shot to compensate for lighting challenges
  - Live Photos records what happens 1.5 seconds before and after you take a picture and I often used for action photos

- DETERMINE YOUR ALBUM THEME

- Consider the following options:
- Chronological Family Album
  - Consider you can make copies for each family member
- Theme or Event Album I.E. Vacation, Wedding, Baby, Tribute, Holiday, etc.

- CREATING YOUR DIGITAL ALBUM in Snap2Finish

- Watch the following videos in order to learn all you need to know about creating a beautiful photo book in Snap2Finish
- Snap2Finish OVERVIEW <https://vimeo.com/237129044>
  - Here's a quick tutorial on Youngevity's digital platform, Snap2Finish. Connect to [snap2finish.com](http://snap2finish.com) to get started today! We're ready to help you turn your moments into memories and this quick video will show you the

basics and help you get started today whether you want to print your pictures or create beautiful photo books and gifts.

- Snap2Finish MORE TO KNOW <https://vimeo.com/255067488>
  - Are you ready for a little inspiration as well as seeing some of the fabulous products you can create with Youngevity's digital platform, Snap2Finish? This is a great product to celebrate and love those in your circle of friends and family, but also helpful for those in the professional community looking for world-class portfolios, awards and ways to showcase their business. Get started at [snap2finish.com](http://snap2finish.com) and login with your Youngevity ID number and password. If you don't have that, please connect with the Distributor who shared this video with you.
- Easy Photo Upload to Snap2Finish <https://vimeo.com/293672060>
  - Upload your photos to Snap2Finish anytime - from any device. We offer unlimited FREE storage space for our customers. This quick video will show you how easily you can back up your photos in the cloud.
- Photo Editing Tips with Snap2Finish <https://vimeo.com/231022507>
  - Use the SnapEditor for quick and easy editing, without the confusion. SnapEditor features “Perfectly Clear” enhancement software – get instant photo perfection with just one click. Photography enthusiasts will love the pro mode, where settings can be adjusted individually for their preferred results.
- Tag & Organize your photos in Snap2Finish <https://vimeo.com/231015439>
  - Easy-to-use online tools to help you celebrate your moments. Just snap, upload, and customize. I LOVE the TAG options within the Photo Albums. After a little organizational work, you'll be able to find any picture within your album with just 1 or 2 clicks!!
- Book Building Basics with Snap2Finish <https://vimeo.com/282778988>
  - In this short video you'll see the four easy steps to building your photo book with Snap2Finish.
    1. Select your template
    2. Import your photos

3. Import from "My Albums"

4. Add photos to your book

- AUTOFILL options with Snap2Finish <https://vimeo.com/292220016>
  - How FAST would it be to have your digital book AUTO FILLED for you?
    1. Select your project
    2. Select your pictures
    3. CUSTOMIZE your book in minutes!!
- Social Media Book with Snap2Finish <https://vimeo.com/291927380>
  - Don't you love those fantastic pictures and stories that your friends & family are sharing on Social Media? Whether it's Facebook or Instagram .... you can COPY & PASTE your way to finished book quickly and easily.

- ADDENDUM

- SCANNING

- When to Scan?
      - Creating duplicate Photo Books from a single photo album as backup and sharing with other family members.
      - Scan memorabilia like greeting cards, brochures, programs, kid's art work, etc. to include in a digital photo book.
      - Preserve fragile old photos by making a digital copy.
    - A suggestion for scanning is the phone and computer app, Photomyne.com which uses your phone camera as the scanner.
      - It is free or the enhanced version is very reasonable
      - Very basic and simple to use, but excellent quality
      - Works on both a PC and a MAC
      - Scans in bulk
      - Scans 12 x 12 pages
      - Backs up your scanned images
      - Crops and edits

- PRINTING DIGITAL PHOTOS FOR USE IN A YOUR TRADITIONAL PAPER ALBUM OR POCKET PAGE ALBUM

- We suggest using Snap2Finish.com for long lasting photo prints. Please go to: <https://snap2finish.com/prints>
  - TRADITIONAL LAYOUT IDEAS
    - See the TRADITIONAL PAPER LAYOUTS below that include 5, 6, or 7 pictures on a 12 x 12 page plus journaling. Super simple, fast, and economical to include many photos on one page. Note it is okay to trim a photo or overlap photos.
  - POCKET PAGE LAYOUT IDEAS
    - See the POCKET PAGE LAYOUT IDEAS below.
    - For many more layout ideas see <https://youngevityrc.com/wp-content/uploads/Pocket-Page-Samples-from-Margie-Galkiewicz-and-Debbie-Hutchings.pdf> or go to the Youngevity Resource Center under Catalogs, Brochures, & Flyers, then Photo, then Photo Ideas and Inspiration.

## TRADITIONAL PAPER LAYOUT IDEAS



Almost every Friday night we gathered for pizza and baseball in the front yard (we used a super-soft ball). We had a grand finale party on **June 29th** the day before Jacob, Gina and kids were leaving. We also took the kids to Fort Fun (left) followed by eating at Hu Hot (next page). We LOVED havine the Brazillians with us!



# FUN WITH LAILA



LOVE  
YOU  
more

My darling Laila LOVES the craft store Joanne's. She and I purchased fabric and together made this no-sew blanket. Such fun! July 2, 2018 We also found a new bike for her at Dick's and we took a tour of the neighborhood so she could show off her new wheels. This is her very early birthday present. She helped us pick cherries on July 3rd! and then we made a cherry cake. (It needed more sugar). Lastly, she went to a 3-day camp near Colorado Springs July 8, 2018.



# Maggie IS 6 MONTHS

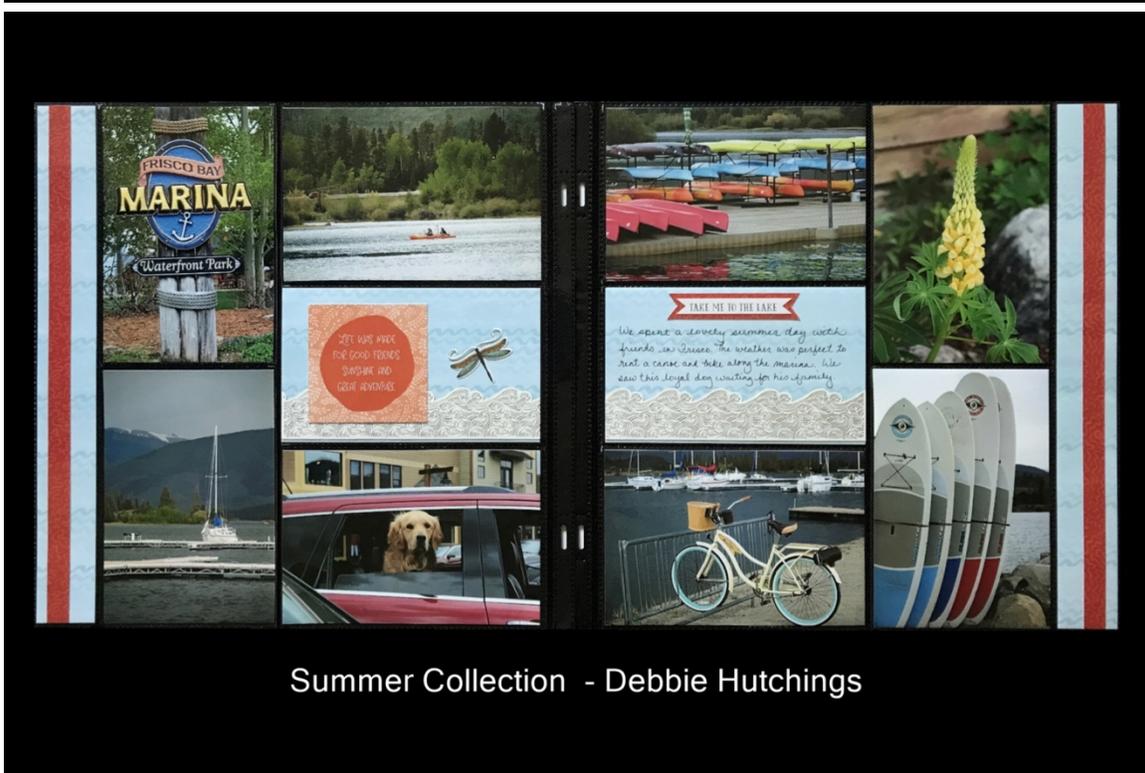
Our precious little Maggie is now six months old. What a beauty! AND, she is well-loved by her family and Grandpa and me!

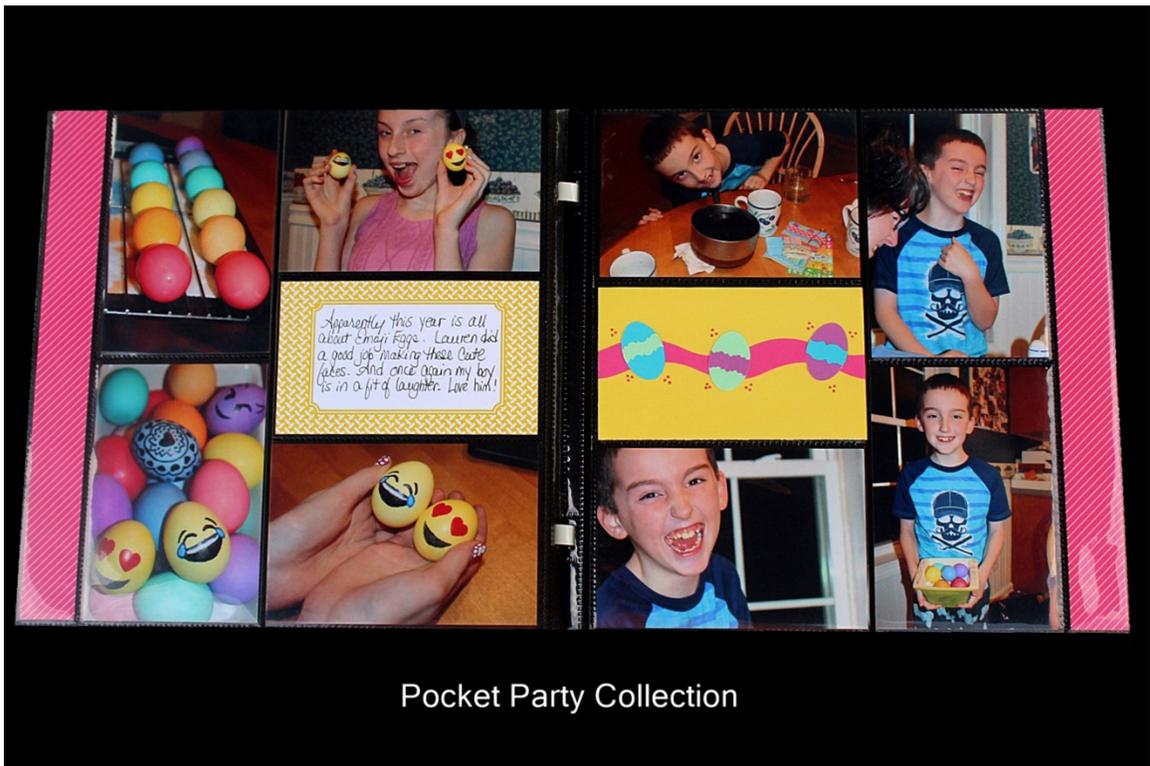


## Blessed



## TRADITIONAL POCKET PAGE LAYOUT IDEAS





Pocket Party Collection



Happy Life - Debbie Hutchings

