

Copying Pictures to My Computer

Using Windows rather than Picasa

1. Open My Pictures
2. Select Make a New Folder
3. Name the new folder
4. Close My Pictures
5. Insert the Memory Card into a Card Reader
6. Insert the Card Reader into a USB port
7. Close any windows that open automatically
8. Open My Computer
9. Open the appropriate removable disk drive to access the new pictures
10. Select (highlight) the pictures to be placed in the new folder
11. Select Copy the Selected Items – or Right Click and select Copy
12. Open My Pictures folder
13. Scroll to locate the newly named folder & open it (it will be empty)
14. Right click and choose paste – or go to 'file' - paste
15. Verify that the desired pictures are in the new folder
16. Left click on Safely Remove Hardware – (bottom right on your desktop)
17. Highlight the storage device drive to be removed
18. Remove the Card Reader/Flash Drive from the USB port
19. Open My Pictures - and that's all there is to it!!!