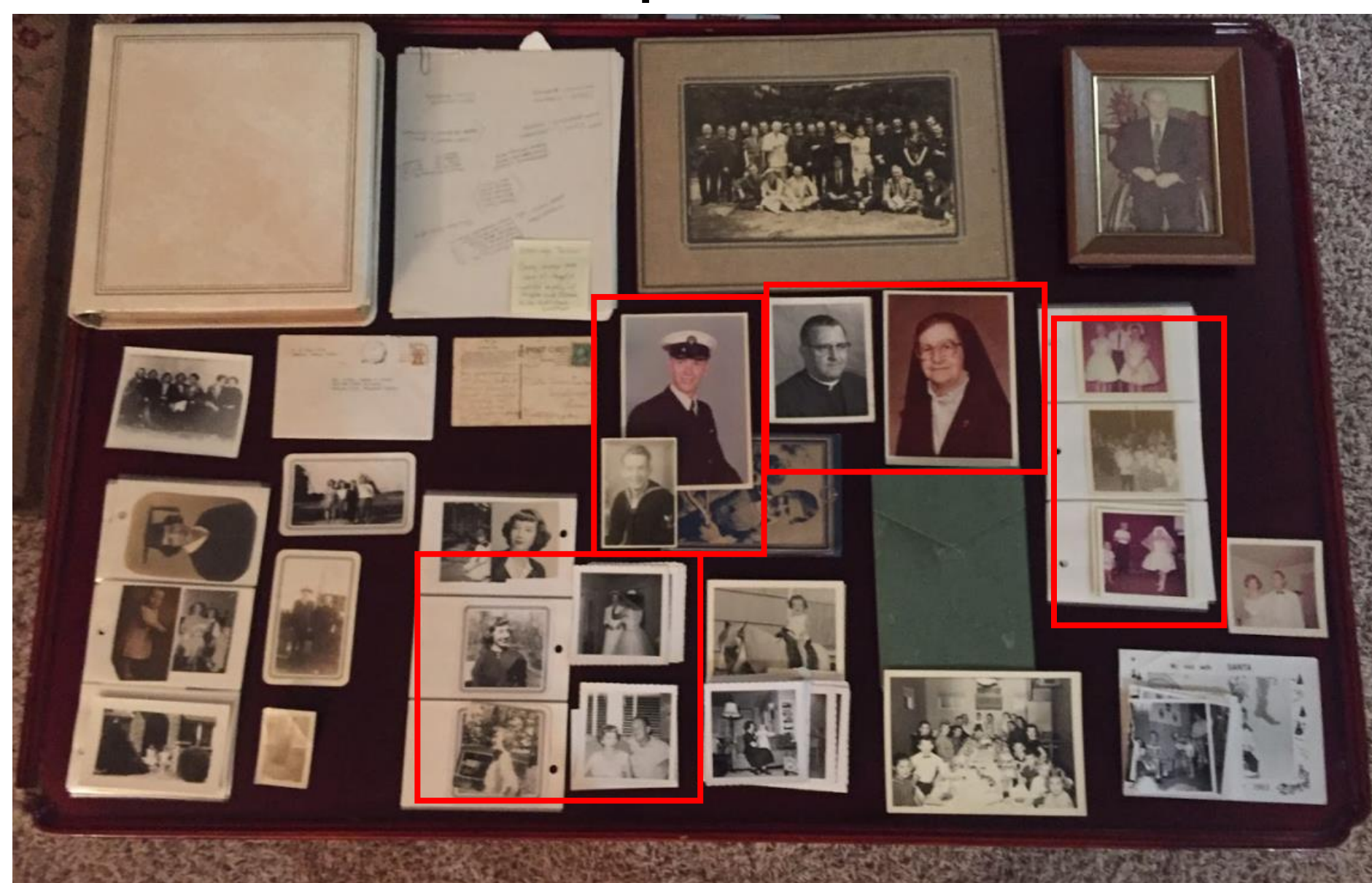


Telling Our Stories: Family Photo Archiving Guide

Does this scene look familiar?



- Family photographs and the stories that give them meaning connect individuals to their **cultural heritage**.
- Recurring themes, family traditions, rituals, and stories (aka folklore) **add value** to an old photo collection.



We all have a story to tell...

Goal: Help the Oregon Folklife Network (OFN) educate individuals on how to **retain value** in their **personal photo collections**, using folklore and library science **best practices**?

Photo Archiving Checklist

Photo Preservation Basics

- Store photos away from light, at a reasonable temperature
- Handle photos carefully in a clean environment
- Do not use paperclips, rubber bands, adhesives, or write on photos

Assessing Your Collection

- Prioritize photos
- Determine sizes and extent of prioritized materials to inform storage decisions

★ Milestone 1

- Get storage materials

Organizing Your Collection

- Identify and group photos by theme
- Name and label your groupings

★ Milestone 2

- Create an inventory and put photos in safe storage

★ Milestone 3

Digitization

- Determine your goals for creating digital copies
- Determine how you will create digital copies of your photos
- Organize digital files to reflect the organization of the physical photos
- Make a copy!

Collecting Stories

- Interview family members
- Optional: Map out family tree
- Consider stories within a broader historical context

★ Milestone 4

Sharing Stories

- Seek permission before posting online
- Use a digital exhibit platform
- Create a plan for a physical display

Deliverable: Refresh and update the OFN “Telling Our Stories” Online Toolkit to include a **Family Photo Archiving Guide**:

TELLING OUR STORIES TOOLKIT

HOME GETTING STARTED TELLING STORIES ARCHIVING SHARING YOUR STORY ABOUT CONTACT

ORGANIZING YOUR PHOTO COLLECTION

True preservation requires that materials are not only stored and handled properly, but also findable and accessible for future generations.

Identify and group photos by theme

- If photos are already organized, try to maintain the original order and organization.
- If photos are not already organized, look for themes across your photos and photos that tell a story or illustrate folklore such as family traditions, rituals, or beliefs.
- Separate your photos into groups. Potential groupings include:
 - **Format** – Black and White, Color, 4x6s, 8x10s, negatives, etc.
 - **Decade** – 1920s, 1930s, 1940s, 1950s, etc.
 - **People** – grandparents, aunts and uncles, family branches, etc.
 - **Events and/or Traditions** – weddings, birthdays, holidays, religious rituals
 - **Special milestones** – graduations, anniversaries, etc.

Examples of family folklore in photographs:

- Recurring occupations or other activities:

• Example: Multiple generations of military service:



• Example: Multiple instances of religious occupations:



- Traditions, rituals, and ceremonies, for example:

• Weddings:



• Birthday celebrations:



Family Photo Archiving Guide:

<https://blogs.uoregon.edu/toolkit/family-photo-archiving-guide/> (by Sheila Rabun

 <https://orcid.org/0000-0002-1196-6279>)