

Lightroom 3.0 Auto Import Feature Tip Sheet.

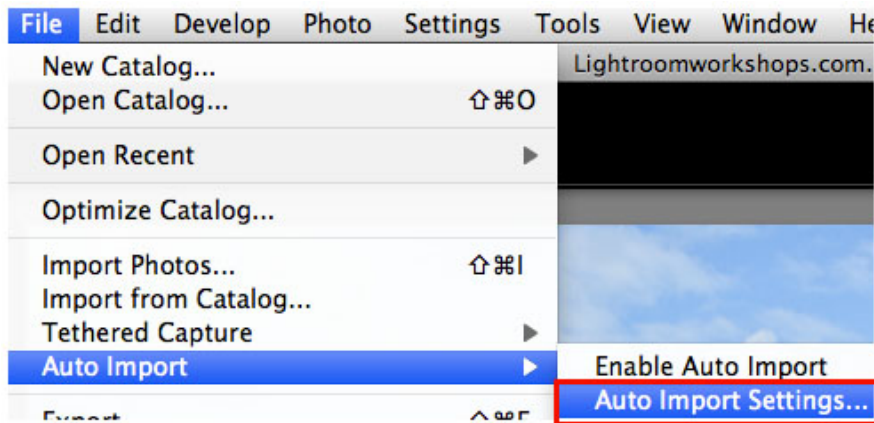
Tip From Jerry Courvoisier www.lightroomworkshops.com

A unique feature to Lightroom 3.0 is the **Auto Import feature**, found under the File menu.

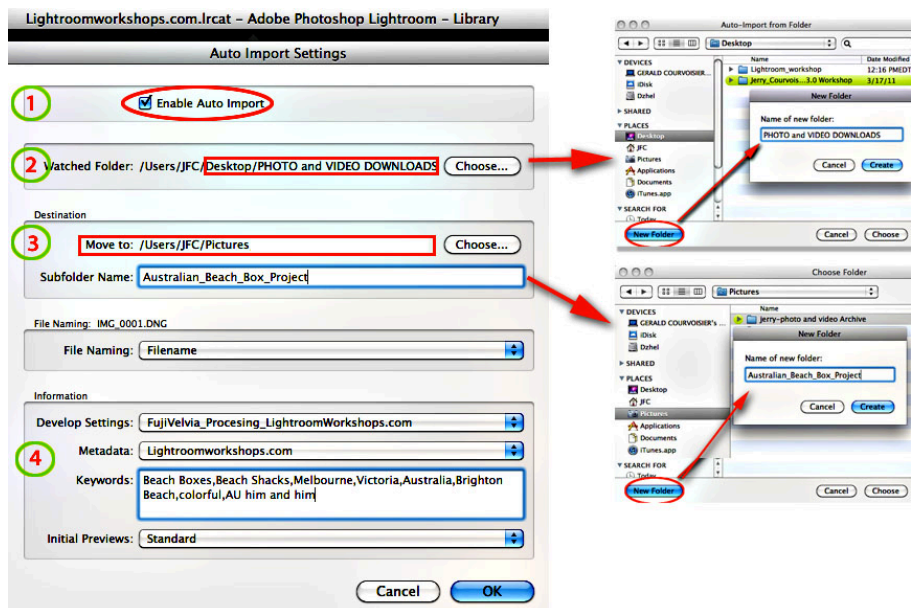
This feature can be set up to automatically import images into Lightroom without the need to use the import dialog box to identify a source and the destination each time you download images.

The Auto Import Settings allow the LR user to create a "Watched Folder" to Enable the ingestion of images into Lightroom. This watched folder can be resident anywhere in the hard drive. One of the best places might be your Desktop.

From Lightroom's File Menu - Choose File > Auto Import > Auto Import Settings.



Auto Import Settings Dialog Box



In the Auto Import Settings dialog box, set up this information for Lightroom.

1. Click on Enable Auto Import
2. Click on **Choose** to create the Lightroom "Watched" folder, Navigate to a preferred location (in my case Desktop) and Click Make New Folder, give the folder a name

(PHOTO and VIDEO DOWNLOADS), and click Create. Note the Watched Folder "path" in the dialog box.

3. Next look to the **Destination > Move To:** space of the dialog box. Click the Choose button and in this case select the your **Pictures** folder and use the open field to Create a subfolder (in my case I created the Australian_Beach_Box_Project Folder) You are free to choose any Destination you like for moving your images, It's not required that you choose the pictures folder. If you have a special place or archiving your images to, don't hesitate to use that one.
4. Next look to the Information segment of the dialog box. If you have any Develop Settings that you wish to apply during the auto import, select them from the pull down menu to apply these during your import. Any metadata you wish to apply like your copyright or keywords can also be applied as well for this auto import.

With these parameters set up when pictures are introduced to the hot (watched) folder on the desktop via dragging and dropping or downloading directly from a camera card, images will now be imported into Lightroom and moved to the Pictures folder and placed in the "named" subfolder. You will not use the import dialog box.

NOTE!! When the Auto Import is set up and Enabled, **ALL** images will be transferred the "named" subfolder identified in the destination space of the Auto Import Settings dialog box.

So it's important to remember when using this feature to revisit the Auto Import Settings to create new named subfolders within the Destination folder (Pictures) when introducing new images to the Watched Folder.

When the Auto Import from the "watched" folder is complete you can create new folders and/or subfolders within Lightroom's Folders Panel header using the (+) Plus sign. Then proceed to Drag and Drop images into the newly created folders managing your data *within* Lightroom. Remember "NO Noodling" !! (moving images around on the operation system level outside of the Lightroom interface) Let's avoid dreaded **is?s** and do all our file management within Lightroom

All the best

Jerry Courvoisier

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