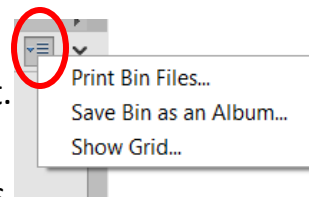


## 1. USING ORGANIZER ALBUMS WITH PHOTO BIN

- This technique is useful when you have collected images for a project.
- Load 3-4 images in your Photoshop Elements Photo Bin.
- You have 4 lines on the right at the end of the Photo Bin/Tool options.
- Click on those lines and you will have three options

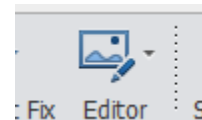


## 2. PRINT BIN FILES

- Select all the files you would like to print.
- Click on Print Bin Files.
- You will be taken to your printer dialog box; your printer may have different options.
- My printer has the option to do a contact sheet and a picture package, both will be built in Organizer. You can always print individual prints.

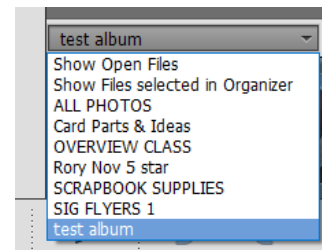
## 3. SAVE BIN AS AN ALBUM IN ORGANIZER FROM EDITOR

- You don't have to select the files; this option will save all that are in the bin.
- Click on the 4 lines and select "Save Bin as an Album".
- You will get a dialog box asking for the name of the album. Fill it in.
- When you go to Organizer you will have the album in the ALBUM view.
- You can add or take away pictures to this album in Organizer and save it.



## 4. MOVE IMAGES FROM AN ORGANIZER ALBUM INTO EDITOR

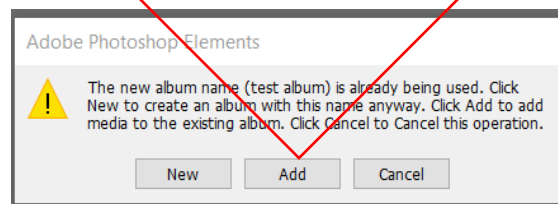
- In Organizer click the Editor icon at the bottom of the page.
- Once in Editor click the down arrow right above the Photo Bin to find the Album you want loaded into the Photo Bin. This loads (but doesn't open) those pictures in the Editor.



## 5. ADD IMAGES INTO ALBUM WHILE IN EDITOR

- When you go back to Editor open (double-click) each of the files.
- Choose "Show Open Files" from the Album list.
- Add new images to the ones in the photo bin.
- Save the Bin as an Album with the SAME NAME. See #3 above.
- When asked if you want to add to current album click Add.

This is complicated!  
The order may be different for the dialog boxes, but the key is to name the album with the SAME NAME and click the ADD option.



**NOTE: Deleting and Renaming Albums must be done through Organizer.**